

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Basic School

DATE: 21 February 1956

FROM : Chief, Clerical Training

SUBJECT: Week of 14 - 20 February

1. Numbers in Clerical Induction Training. During the week of 14 February there were 45 people in Clerical Induction Training. At the same time last year there were 70.

2. Numbers in Clerical Orientation Training. In Clerical Orientation there were 8 people for the week of 14 February. One year ago there were 14.

3. Clerical Refresher #57 begins. Clerical Refresher #57 began on Monday, 20 February with 74 students enrolled from the following Agency components: DDP, 26; DDI, 24; DDS, 23; DCI, 1. At the same time last year there were 43.

25X1

OTR/CT:MAH:dmg (20 February 1956)